



<http://agr.wa.gov/FoodAnimal/Organic/>



## Washington State Department of Agriculture

### ORGANIC PROGRAM SPECIALIST (Environmental Specialist 3)

Range 49 \$3293 - \$4322 per month

Natural Resource Building Olympia, Washington

<http://www.ci.olympia.wa.us/>

### Come Join our Diverse and Dedicated Team

The Washington State Department of Agriculture serves the people of Washington State by supporting the agricultural community and promoting consumer and environmental protection.

The Department employs over 500 employees on a permanent basis and up to 200 additional employees on a nonpermanent basis for various seasonal work load needs in jobs ranging from brand inspectors, grain inspectors, and food safety officers, to computer information consultants and accountants. Offices and employees are located throughout the state.

The WSDA Organic Food Program protects consumers and supports the organic food industry by ensuring the integrity of organic food products through establishing organic standards and certifying organic producers, processors, and handlers.

We offer:

- ✚ 11 Paid Holidays
- ✚ Sick and Vacation Leave
- ✚ Retirement
- ✚ Health, Dental and Vision
- ✚ Life and Long Term Disability
- ✚ (Optional) Dependent Care Assistance
- ✚ and Deferred Compensation Programs
- ✚ Free Training
- ✚ Tuition Reimbursement
- ✚ Employee Recognition
- ✚ And Much More

For more information about our agency and its mission, visit our Web site at

[www.agr.wa.gov](http://www.agr.wa.gov)

**DUTIES:** The WSDA Organic Food Program evaluates and registers material inputs for approval for use in certified organic agriculture in accordance with USDA National Organic Standards. An annual list of allowed inputs is published and distributed to certified organic producers and handlers and WSDA inspectors. This list is updated quarterly on the WSDA Organic Food Program website.

- ✚ Performs application reviews to determine whether inputs can be approved for use in organic agriculture.
- ✚ Conducts research, investigates complaints and develops policies and procedures of a high degree of complexity.
- ✚ Data entry and electronic file management.
- ✚ Publications and formatting.

**QUALIFICATIONS:** A Bachelor's degree involving major study in environmental, physical, or one of the natural sciences, environmental planning or other allied field and two years of professional level experience in environmental analysis or control.

Additional qualifying experience will substitute, year for year, for education.

A Master's degree in one of the above fields will substitute for one year of the required experience.

OR

A Ph.D. in one of the above fields.

OR

One year of experience as an Environmental Specialist 2.

#### **Desirable Qualifications**

A Bachelor's degree involving major study in agriculture, agricultural sciences, or other closely allied field and one or more years of professional level experience in agriculture or agricultural sciences. (Additional qualifying experience will substitute, year for year, for education.)

A demonstrated knowledge of general and organic chemistry. Background in industrial chemical practices, food science, and/or regulations of fertilizers and pesticides.

Knowledge and experience in certified organic systems.

#### **CONDITIONS OF EMPLOYMENT**

- ✚ Work 40 hours in a work week
- ✚ Must be able to work a flexible schedule with the possibility of extended hours.
- ✚ Must be able to travel with occasional overnight stays.
- ✚ Valid Driver's License

*The State of Washington actively supports diversity in the workplace and is an equal opportunity employer. Applicants who need assistance in the application process or who need this announcement in an alternative format may call (360) 902-1979 or the Telecommunications Device for the Deaf at 800-833-6388*

## HOW TO APPLY – DO NOT APPLY THROUGH CAREERS.WA.GOV

- ✚ Send a letter describing your interest in this position including how your knowledge, skills and abilities meet the qualifications and requirements
- ✚ Send an application (<http://www.dop.wa.gov/Pages/forms.aspx>) showing employment history, experience and education.
- ✚ Three professional references with current telephone numbers
- ✚ Answers to the questions below

*There is no recruitment number to put on the application form.*

Send full packet no later than **May 15, 2010** to:

**Linda Pentt, Human Resource Consultant**  
**P.O. Box 42560**  
**Olympia, WA 98504-2560 or e-mail [hr@agr.wa.gov](mailto:hr@agr.wa.gov) or fax to (360) 902-1821**

### **Examination – Please follow directions carefully.**

**Briefly describe your experience performing the work listed below.** Type or write your responses on additional sheets of paper, numbering your responses to correspond with each item listed. For each area in which you have experience, list your job title, employer, and the number of months you were employed in the position. Include a brief description of the key tasks you performed, along with any other information requested in the item. Additional information will not be accepted after the closing date of this announcement.

1. Describe to us your background and skills in working with organic food production. Be sure to include more information specific to the following areas:
  - a. Education
  - b. Training
  - c. Experience
  - d. Specific knowledge of agricultural cropping systems
2. Describe your background and skills in agricultural sciences, e.g. chemistry, agronomy, microbiology, pathology, biology, horticulture, etc.
3. Describe your experience in working in a regulatory capacity. Be sure to include documentation, public interface and communication with the regulated community.
4. Describe your ability and relevant experience in research or analysis of materials.

Keep a copy of your resume and these examination responses. You may be asked about them at the time of an interview.

